

**TOWN OF FLORENCE
PLANNING AND ZONING COMMISSION**

REGULAR MEETING MINUTES

MINUTES OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE MEETING HELD ON THURSDAY, OCTOBER 18, 2018, AT 6:00 P.M., IN THE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.

1. CALL TO ORDER

Chairman Pranzo called the meeting to order at 6:00pm

2. ROLL CALL:

Chairman Pranzo	Present
Vice-Chair Frost	Present
Commissioner Smidt	Present
Commissioner Shoppell	Present
Commissioner Simmonds	Present

Council Liaison Hawkins Absent

3. PLEDGE OF ALLEGIANCE

4. DISCUSSION/APPROVAL/DISAPPROVAL of the minutes of the work session conducted on September 27, 2018.

On a motion by Chairman Pranzo, seconded by Vice-Chair Frost, and carried by a 5-0 vote to approve the September 27, 2018 Work Session minutes.

5. NEW BUSINESS

- A. The Planning and Zoning Commission will adjourn from Regular Meeting and convene to a Work Session to discuss the draft Sign Code. At the end of the Work Session, the Commission will adjourn from the Work Session and reconvene to the Regular Meeting.

On a motion by Chairman Pranzo, seconded by Commissioner Smidt, and carried by a 5-0 vote to adjourn from the Regular Meeting and convene to a Work Session.

The Planning and Zoning Commission convened to a work session on the Sign Code draft. Chairman Pranzo asked the Commission to consider the interests of commercial and residential stakeholders as they edit the draft. Chairman Pranzo stated the Commission will edit the definitions first.

Commissioner Shoppell asked for some clarification on some wording in the definitions. Vice-Chair Frost added terms such as "Sign Area" and "finished/above/below grade" to definitions and sections.

The Commission commented on grammar errors, confusing wording, the use of shall and may, and inconsistent requirements from different sections. Mr. Burkhardt made the appropriate modifications and notes on his computer copy. Commissioner Smidt left the work session at 7:36 PM.

Staff agreed on including the pictures in the code when making final changes on the Sign Code draft. The next meeting regarding the draft has not been scheduled.

On a motion by Chairman Pranzo, seconded by Commissioner Shoppell, and carried by a 4-0 vote, due to the early leave of Commissioner Smidt, to adjourn the Work Session and reconvene to the Regular Session.

6. PRESENTATIONS

A. FUTURE AGENDA ITEMS/INFORMATION ONLY

Mr. Harmer stated that there were no current events for the Commission. He said work will continue on the sign, parking, and lighting codes.

7. CALL TO THE PUBLIC/COMMISSION RESPONSE:

Call to the Public for public comment on issues within the jurisdiction of the Planning and Zoning Commission. Individual Commission members may respond to criticisms made, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Commission shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.

8. CALL TO THE COMMISSION-CURRENT EVENTS ONLY

9. ADJOURMENT

On a motion of Chairman Pranzo, seconded by Commissioner Shoppell, and carried by a 4-0 vote to adjourn the meeting at 8:01 pm.

 FOR

Gary Pranzo, Chairman

15 NOV 18

Date